

Board of Education 2nd Monthly Meeting
Monday, October 27, 2025 12:00 PM

NPS Central Administration Office
512 West Phillip Avenue
Norfolk, NE 68701

Agenda

1. Date Public Notice appeared in the Norfolk Daily News:
2. Call to Order
 - 2.1. Roll Call
 - 2.2. Declaration of a Legal Meeting
3. Pledge of Allegiance
4. Public Comments & Communication
5. Presentations
 - 5.1. Lunchtime Solutions Inc. (LSI)
6. Consent Agenda
 - 6.1. Minutes of Previous Meetings
7. Future Meetings
8. Closed Session -- To discuss Negotiations as Needed to Protect the Interest of the District.
 - 8.1. Convene Closed Session -- To discuss Negotiations as Needed to Protect the Interest of the District.
 - 8.2. Reconvene Meeting from Closed Session
 - 8.3. Approval of Any Action Deemed Necessary as a Result of the Closed Session
9. Adjournment



Norfolk Public Schools Public Comment Information & Guidelines

The Norfolk Public School's Board of Education values and welcomes input during the public comment times at all monthly Board meetings. Feedback is an essential part of the NPS Board's decision-making process, helping us to better understand and address the needs and concerns of the community. We encourage you to share your thoughts and ideas.

- At the first meeting of the month (2nd Monday), individual speakers will have up to five minutes to address the Board.
- For all other meetings, individual speakers will have up to three minutes, and the Board shall hear up to thirty cumulative minutes of public comment.
- These time limits are per speaker, per meeting, and may not be transferred or assigned to other speakers.
- Persons must be present in order to participate in the public comment section of the meeting. Phone conferencing, recording or other communication via electronic devices will not be allowed.
- Providing printed materials (paper no larger than 8.5 x 11 inches) to the Board is allowed.
- According to state law, members of the public who wish to comment must identify themselves, including their address, the name of the organization they represent and the topic that they wish to address. Public comment cards are available at the media table and need to be completed.
- Concerns related to school personnel need to be addressed to the Superintendent using the approved district protocol. Individuals who make false, defamatory, or slanderous statements during public comments may be held legally liable. Slanderous comments are not protected simply because they are made at a Board meeting.
- Persons attending Board meetings and/or speaking to the Board during public comment or during a public hearing must follow all requirements established by the Board, as well as all Board and staff directions in order to help maintain the order, proper decorum, safety and security, and the non-disruptive functioning of the Board meeting. These include, but are not limited to the following:
 - Refraining from applauding, cheering, jeering, or engaging in speech that defames any individual(s), or stymies or blocks meeting progress.
 - Refraining from the use of audio recordings, video recordings, or any digital still images, posters, signs, costumes, other props and/or photographs.
 - Refraining from abusive, offensive, disruptive, defamatory, hostile or threatening language, gestures, and conduct.
 - Staying in the areas identified by the Board as reserved for the public.
- If at any time persons appearing before the Board do not comply with these or any other Board requirements, the chair shall declare that person or persons out of order and require a change in behavior, delay or recess the meeting, or refuse permission to continue to address the Board, and ultimately may require the person or persons to leave the premises of the Board meeting.
- Board members cannot discuss or act upon matters that are not listed on the agenda. Therefore, Board members will not respond to comments or questions. If persons wish to request that an item be placed on a future Board agenda, contact the Superintendent's office during normal business hours.

Norfolk Public Schools
Board of Education Regular Meeting
Monday, October 13, 2025 5:30 PM
NPS Central Administration Office
512 West Phillip Avenue
Norfolk, NE 68701

Teri Bauer: Present
Cindy Booth: Present
Brenda Carhart: Present
Patti Gubbels: Present
Steve McNally: Present
Tom Stanton: Present

1. Date Public Notice appeared in the Norfolk Daily News: October 6, 2025
2. Call to Order
 - A. The Norfolk Public School District's Board of Education regular meeting was called to order at 5:30 PM by President Brenda Carhart.
 - 2.1. Roll Call
 - A. See attendance above. A statement was made declaring a quorum.
 - 2.2. Declaration of a Legal Meeting
 - A. The meeting was declared legal.
3. Pledge of Allegiance
4. Presentations & Special Recognition
 - 4.1. Focus on the Students
 - A. Mr. Dreher, several of his STEAM students, and Principal Amy Brown presented recent classroom projects.
 - 4.2. Norfolk Public Schools Foundation
 - A. Annual update by Austin Truex, Executive Director of the NPS Foundation.
 - 4.3. Building Visits
 - A. 3 board members shared their experiences from recent visits to buildings and events in the District.
5. Public Comments & Communication
 - A. No community members spoke during the public comment period.
6. Information and Discussion Items
 - 6.1. Finance & Facilities Report
 - A. The total amount of claims to be approved on the consent agenda by specific fund are listed below:
General Fund = \$674,241.31
Nutrition Fund = \$223,217.23
Subsidiary Fund = \$36,483.04
Depreciation Fund = \$298,738.07
Senior High Activity Fund = \$56,107.87
Senior High September Checks = \$21,610.00

Junior High Activity Fund = \$13,864.26
Junior High September Checks = \$2,047.50
Student Fee Fund = \$9,638.38

- B. Report:
- Annual Audit update
 - Labor Relations Conference

- 6.2. Teaching & Learning Report
- PLC Professional Development
 - Fall Testing is complete
 - Nebraska Association of Curriculum and Assessment Directors
 - Nebraska Literacy Project and CLSD
 - Changes to State Assessments and Accountability
 - Conversations about how other districts are supporting students
- 6.3. Student Programs Report
- Native American Student Enrollment
 - NASES Fall Conference
 - SPED Count
- 6.4. Student Services Report
- Active Shooter Tabletop Exercise
 - Educators Academy for Legislative Advocacy
 - MTSS (Multi-Tiered Systems of Support) Summit
 - Last Day of First Quarter (October 10) and Parent Teacher Conference schedule
 - Jr High Cell Phone Update
- 6.5. Human Resources & Accreditation Report
- Upcoming Job Fairs
 - Fall Student Teachers: 8
 - Spring Student Teacher Requests: 21 (WSC, UNK, Chadron)
 - Attended Labor Relations Conference
 - Attended a Continuous Improvement Workshop
- 6.6. Superintendent's Report
- A. Meetings Schedule
- Building Leadership Teams (BLT)
 - Central Office Leadership Teams (COLT)
 - Teacher Advisory Committee Meeting
 - Central Office All Staff Meeting
 - Opportunity to visit with High School Freshmen
 - Middle School Monthly Meeting
 - Spoke with Rotary Club
- B. Report
- Visiting schools is going well
 - Also attending PLC meetings on Wednesdays
 - Enjoy the activities I am able to attend

7. Committee Reports

7.1. Finance & Facilities Committee Report

- A. The Finance and Facilities Committee met on October 13th. The

committee discussed and reviewed:

- Union Pacific Railroad lease
- Facilities updates
- Expenditure report
- Annual Audit

7.2. Policy Committee Report

A. The Policy Committee met on October 6. Policies discussed during the meeting were listed in the minutes, and revisions to these policies were outlined.

7.3. Activities Committee Report

A. The Activities Committee met on September 29th. The committee reviewed student athlete participation numbers. Action items for Board approval include recognizing Circle of Friends as an allied activity and renewing cooperative agreements for softball, baseball, and swimming. The only change to the swimming cooperative is the removal of Wisner and the addition of Wayne for both boys and girls swimming.

7.4. Superintendent Evaluation Committee Report

A. The Superintendent Evaluation Committee met on October 6th. The committee selected a new evaluation tool to use for the superintendent's evaluation. NASB has provided the tool to Mr. McAllister for his self-evaluation, which he has completed. The rest of the Board will receive his completed form. On Thursday, October 16th, Board members will receive their own evaluation form via email to complete for Mr. McAllister. Evaluations should be completed by October 25th. NASB will collect the results and send them to Brenda by October 31st. Brenda will then meet with the Superintendent Evaluation Committee to review the results, which will be shared with the full Board on November 10th. The Board self-assessment will be conducted later, from October 27th through November 3rd. NASB will then meet with the Board to review those results.

7.5. District Wellness Committee Report

A. The Wellness Committee met on September 17th and is planning for a fun and healthy year ahead. The district was awarded a \$5,000 grant to support initiatives that promote staff physical and mental well-being.

7.6. Norfolk Public Schools Foundation Committee Report

A. The Norfolk Public Schools Foundation Board of Directors met on September 15. During the meeting, Superintendent Bill McAllister was introduced to the directors. Insight Financial presented the quarterly report following a review of financial statements. Preparations are underway for upcoming events, including the Lion's Club Parade, Traditions, and the Staff Campaign. In addition, directors were asked to review draft guidelines for the NPS Hall of Fame.

8. Approve Consent Agenda

Motion to approve the consent agenda at 6:30 PM passed with a motion by Patti Gubbels and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

8.1. Minutes of Previous Meetings

A. Minutes from the meeting on September 22, 2025 were reviewed.

8.2. Personnel

8.2.1. Contract Approval

A. Port, Whitney - 2025-2026 Special Education 7-8 Behavior Teacher, Norfolk Junior High

8.3. Claims

A. Claims were included. Conflict statements were read by Booth, Carhart, Gubbels, McNally, and Stanton.

9. Action Items

9.1. Discuss, consider and take action to approve the first reading of revised board policies: 3132 - Internal Controls and 8342 - Designated Method of Giving Notice of Meetings

A. The Policy Committee reviewed the following policies and recommended revisions, which were previously discussed in the Committee's report.

3132 - Internal Controls

8342 - Designated Method of Giving Notice of Meetings

Motion to approve the first reading of revised board policies: 3132 - Internal Controls and 8342 - Designated Method of Giving Notice of Meetings at 6:34 PM passed with a motion by Teri Bauer and a second by Cindy Booth.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

9.2. Discuss, consider and take action to approve the second and final reading of revised board policies: 3550 - Rebates to School Personnel and 9320 - Order of Business

A. There have been no changes to these policies since the first reading.

3550 - Rebates to School Personnel

9320 - Order of Business

Motion to approve the second and final reading of revised board policies: 3550 - Rebates to School Personnel and 9320 - Order of Business at 6:36 PM passed with a motion by Teri Bauer and a second by Patti Gubbels.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

9.3. Discuss, consider and take action to approve the renewal of our Softball Cooperative agreement with Lutheran High Northeast and Norfolk Catholic High School

A. All agreements with Norfolk Public Schools will be for two (2) years — 2026-2027 and 2027-2028 school years. It is the recommendation of the Activities Committee to renew the coop.

Motion to approve the renewal of our Softball Cooperative agreement with Lutheran High Northeast and Norfolk Catholic High School at 6:37 PM passed with a motion by Tom Stanton and a second by Cindy Booth.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea
Yea: 6, Nay: 0

9.4. Discuss, consider and take action to approve the renewal of our Boys Baseball Cooperative agreement with Lutheran High Northeast and Norfolk Catholic High School

A. All agreements with Norfolk Public Schools will be for two (2) years — 2026-2027 and 2027-2028 school years. It is the recommendation of the Activities Committee to renew the coop.

Motion to approve the renewal of our Boys Baseball Cooperative agreement with Lutheran High Northeast and Norfolk Catholic High School at 6:38 PM passed with a motion by Patti Gubbels and a second by Steve McNally.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea
Yea: 6, Nay: 0

9.5. Discuss, consider and take action to approve the Girls & Boys Swimming Cooperative agreement with Lutheran High Northeast, Norfolk Catholic High School, and Wayne High School

A. Wisner-Pilger will no longer have any swimmers and will be removed. Wayne Community Schools will be added. All agreements with Norfolk Public Schools will be for two (2) years — 2026-2027 and 2027-2028 school years. It is the recommendation of the Activities Committee to approve the coop.

Motion to approve the Girls & Boys Swimming Cooperative agreement with Lutheran High Northeast, Norfolk Catholic High School, and Wayne High School at 6:40 PM passed with a motion by Patti Gubbels and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea
Yea: 6, Nay: 0

9.6. Discuss, consider and take action to approve Circle of Friends as an Allied Activity at the Norfolk Senior High

A. Circle of Friends was approved as a Pilot Allied Activity at the Senior High during the Board of Education meeting on January 10, 2024. If formally approved as an Allied Activity, the finances of the club will be managed by the School District within the Activities Fund, and the sponsor will be paid according to the Extra Duty Salary Schedule #10. The Activities Committee recommends that Circle of Friends be officially approved as an Allied Activity.

Motion to approve Circle of Friends as an Allied Activity at the Norfolk Senior High at 6:41 PM passed with a motion by Tom Stanton and a second by Patti Gubbels.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea
Yea: 6, Nay: 0

9.7. Discuss, consider and take action to approve the Norfolk City Education

Association (NCEA) as the exclusive bargaining agent for non-supervisory certificated employees for the 2027-2028 school year.

- A. We have received a formal written request by the NCEA (Norfolk City Educational Association) to be recognized as the exclusive collective bargaining agent for non-supervisory certificated staff. This action is required each year by Nebraska State Statute. We have not received any other requests; therefore, I recommend that the request be approved.

Motion to approve the Norfolk City Education Association (NCEA) as the exclusive bargaining agent for non-supervisory certificated employees for the 2027-2028 school year at 6:44 PM passed with a motion by Patti Gubbels and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

- 9.8. Discuss, consider and take action to approve the lease of property with Union Pacific Railroad

- A. The fenced storage area behind the district maintenance building has always been owned by Union Pacific Railroad. NPS has used that area for storage and parking. We were contacted by Union Pacific to inform us that we would need to lease that property if we wanted to continue to use it or remove our stuff from their property. This is a yearly lease of \$5000. If we lost this space, we would be hard pressed to find room to store the equipment and materials we have out there. A different space would most likely be farther away and cost us a lot more. I would recommend moving forward with this lease.

Motion to approve the lease of property with Union Pacific Railroad at 6:45 PM passed with a motion by Steve McNally and a second by Patti Gubbels.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

- 9.9. Discuss, consider and take action to approve the 2026-2027 Option Enrollment Capacities

- A. According to State Statute, public schools must adopt an Option Enrollment Resolution annually, setting grade and program capacities and indicating which grade levels and programs are open for option enrollment students, based upon those capacities and projected enrollments. For the 2026-2027 school year, our projections indicate that we will be at capacity in grades 9-12. The grades that we will be accepting option enrollment students in next year are K - 8. See the attached appendix for the number of option students that will be accepted at each grade level.

Motion made to amend the original motion to include approval of Appendix 1. Motion to approve the 2026-2027 Option Enrollment Capacities included in Appendix 1 at 6:48 PM passed with a motion by Tom Stanton and a second by Teri Bauer.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally:

Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

9.10. Discuss, consider and take action to approve the Cancellation of Contract for Jillian Montoya

A. Confidential personnel issue. Resolution attached.

Motion to approve the Cancellation of Contract for Jillian Montoya at 6:50 PM passed with a motion by Patti Gubbels and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

10. Work Session

A. Meeting recessed at 6:52 PM and reconvened at 6:56 PM.

10.1. Superintendent Search Discussion

A. The board met with NASB to discuss the superintendent search process, including establishing a timeline, reviewing marketing options, and outlining desired qualifications. They also addressed interview questions, the interview team, a survey to gather community and staff input, and superintendent salary considerations.

11. Future Meetings

A. A 2nd regular monthly meeting of the Board of Education will be held Monday, October 27th, 2025 at Noon.

B. The following regular meeting of the Board of Education will be held on Monday, November 10, 2025 at 5:30 PM.

12. Adjournment

A. The meeting adjourned at 8:06 PM.

Chairperson

Superintendent